



PLANNING COMMISSION

MINUTES

January 27, 2010

4:00 P.M.

**CITY OF FREDERICKSBURG
715 PRINCESS ANNE STREET
COUNCIL CHAMBERS**

COMMISSION MEMBERS

**Roy McAfee, Chair
Dr. Roy Gratz, Vice-Chair
Susan Spears, Secretary, Absent
Ricardo Rigual, Absent
Edward Whelan, III
Vic Ramoneda
Berkley Mitchell, Absent**

CITY STAFF

Ray Ocel, Director of Planning

1. CALL TO ORDER

The January 27, 2010 Planning Commission meeting was called to order at 4:00 p.m. by Chairman Roy McAfee.

2. PLEDGE OF ALLEGIANCE

3. ADOPTION OF MINUTES

- January 13, 2009, Planning Commission Minutes were approved and adopted as submitted.

UNFINISHED BUSINESS/ACTION ITEMS

- 4. SUP2009-16: Chaplin Youth Center** – Special Use Permit request to operate a group home for court involved youths ages 12-17 at the property located at 1705 William Street. This residential facility is proposed to accommodate up to 6 youth in need of an out of home placement in order to make behavioral changes to ensure successful reunification with their families. The property is zoned R-8, which permits Institutional Housing with a special use permit. The property is designated as transitional/office on the Future Land Use Map contained within the 2007 Comprehensive Plan.

Mr. Ocel said that Chaplin Youth Center is requesting to operate a group home for court involved youths ages 12-17 at the property located at 1705 William Street. This residential facility is proposed to accommodate up to 6 youth in need of out of home placement in order to make behavioral changes to ensure successful reunification with their families. The property is zoned R-8, which permits Institutional Housing with a special use permit. The property is designated as transitional/office on the Future Land Use Map contained within the 2007 Comprehensive Plan.

Mr. Ocel said that at the January 13th public hearing three members of the public spoke in regard to the application. Commission members raised a number of questions and sought clarification on other components of the application. This additional information is provided below.

1. *Please confirm the maximum length of stay for the residents.*

Staff requested that the applicant confirm the length of stay at the facility and she noted during the meeting that it would be up to 6 months. Residents would already be living in the facility located in Stafford and then move to this location for the last six months of their program time.

2. *Is the facility proposed to be co-ed?*

Yes.

3. *Have any of the residents been involved in any violent crimes?*

The applicant said that none of the residents will have a violent crime history. Staff added this as condition #12. This is a similar condition placed on the previous special use permit at this location.

4. *Where is the closest FRED bus stop?*

The closest FRED bus stop is in the Westwood Shopping Center near Staples.

5. *What other group homes are in the area.*

The two closest group homes are located at 1801 William Street and 1007 Oakwood Street. How will the residents be transported to and from school and any other place they need to go?

The applicant stated at the public during that the staff will be responsible for all transportation needs.

6. *Please confirm how many staff members will be present in the house at different times of the day. (during the day when residents are at school; from the time the residents get back from school until the evening and overnight)*

Staff requested the applicant to confirm this but they had not submitted the answer to date.

7. *The applicant was requested to provide a copy of their operations handbook.*

8. *Is funding for operating the facility in place?*

The applicant stated that they have funding for the first year and a plan for the ensuing years. The applicant should expand upon this, particularly if she is expecting funding from the participating jurisdictions. Please see the City Manager's letter that is included with the initial staff memo discussing his concerns with funding this use on the proposed William Street property.

Mr. Ocel also noted the applicant had not fully addressed parking at the site. He said he made a site visit and that there appears to be enough parking for approximately 4-5 vehicles, which he believes to be adequate for the proposed use since residents will not be permitted to have a vehicle.

Mr. Ocel suggested that if the Planning Commission recommends approval of the application, the following conditions are recommended:

- That the house be occupied by not more than 6 youth at any one time that have permanent residence in the City or the Counties of Stafford or Spotsylvania.
- That the facility have 24 hour a day on-site supervision provided by Chaplin Youth Services staff and/or other qualified persons.
- That the exiting vegetative buffer along the eastern property line be maintained.
- That the proposed use of the property is permitted only so long as it continues and is not discontinued for more than two years.
- The use of the property as an institutional use shall commence within six months of the date of the adoption of the City Council resolution.
- That the property be operated by Chaplin Youth Services as long as the facility is operated as proposed in the special use permit application.
- That the youths in residence at the facility not have cars due to limited parking on the property.
- That any services offered within the house only be made available to current residents. No large functions, meetings or graduations shall be held on the premises.
- Residents may reside in the house for a period no longer than 6 months.
- Residents must be referred to the program through a court order or by an Intake Officer.
- That all transportation be provided by the staff of Chaplin Youth Services.
- That none of the residents be a violent offender.
- That vehicles entering and exiting the property be limited to right turns only and that signage be erected indicating this next to the intersection of the driveway and William Street. The sign shall be erected prior to occupancy of the house.

Mr. Whelan noted that during the public hearing on this application, neighbors had voiced concern about trash being dumped on their property. He asked if this has been addressed by the applicant.

Mr. Ocel said that at the public hearing, Ms. Van Tine said they would take care of this issue.

Dr. Gratz addressed parking. He noted that in the handbook provided by Chaplin Youth Center that there are provisions for the residents to be allowed visitors at the site. He said he is concerned that there be ample parking for staff as well as visitors of the six residents.

Mr. Ocel said he believes Condition #8 will address this and that at the public hearing Ms. Van Tine noted that the residents will be having their meetings, etc at the other location in Stafford. Also, Mr. Ocel said that the City had required the previous similar use to install signage indicating that there be no left turn out of the property due to safety concerns.

Dr. Gratz said he would like to have asked the applicant if they have problems with runaways at their facility and what the likelihood would be for someone to run away.

Mr. Ocel said he would pose that question to Ms. Van Tine.

Mr. Whelan said he remembers the applicant addressing the issue of runaways. He said Ms. Van Tine said that these youth are highly motivated to go back home and, therefore, the likelihood of them running away is fairly slim.

Mr. McAfee noted that, in the interest of moving the subject application forward:

- Ms. Van Tine stated all transportation needs will be handled by the Chaplin Youth Center personnel.
- When asked during the public hearing if a cap of a six month stay was acceptable, Ms. Van Tine responded yes. And, no one said six months would be insufficient.
- Relating to parking. This is determined by staff and residents and it appears there is ample parking for the use that is intended. He suggested a condition to allow Special Use Permit for one year and to stipulate the parking condition.

Mr. McAfee also noted that the City has the luxury of this application going before the City Council for a public hearing and that additional concerns, if any, could be addressed at that time.

Mr. Whelan made a motion to recommend approval of the special use permit with the 13 conditions outlined in the staff report.

Mr. Ramoneda seconded the motion with a friendly amendment that a 14th condition be added to state the special use permit shall be permitted for one year in order to better determine and address potential issues that may result from the use.

Mr. Whelan seconded the motion.

Motion carried by a unanimous vote of 4 – 0.

OTHER BUSINESS

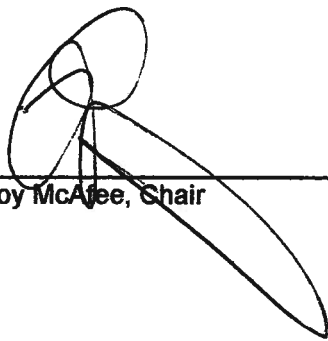
5. Planning Commissioner Comments

- Mr. Whelan echoed a comment made by Chairman McAfee during the January 13, 2010 public hearing, that the City needs to be aware of how many "institutional housing" facilities are placed in one particular neighborhood. He added that based on the history of the Chaplin Youth Center, however, he was comfortable voting in favor of their special use permit to operate a facility at 1705 William Street.
- Mr. McAfee agreed and reiterated that the City needs to make sure that these uses are distributed equally, for everyone's sake, from a planning standpoint.
- Mr. Ramoneda said it would have been helpful to have had the applicant, Chaplin Youth Center, present this afternoon to address questions left unanswered in regard to staffing levels, transportation and parking concerns.

6. Planning Director Comments

- Mr. Ocel informed Commissioners of a Special Use Permit application, which will be heard at its February 10, 2010 meeting. He also said there will be a presentation conducted at the beginning of that meeting by the Fredericksburg Area Metropolitan Planning Organization (FAMPO) regarding a Regional Land Use Scenario Planning Study.

MEETING ADJOURNED



Roy McAfee, Chair

